# STATE OF ALASKA
# DEPARTMENT OF ENVIRONMENTAL CONSERVATION

## DOCUMENTATION OF CONSTRUCTION INSTRUCTIONS

18 AAC 72.035(d) allows conventional onsite wastewater treatment and disposal systems that serve a single family home, a duplex or a small commercial facility to be installed without prior plan approval by the Alaska Department of Environmental Conservation (ADEC), if the system is installed by a certified installer or under the direction of a registered engineer. Approved Homeowners may install conventional onsite systems serving their own home or duplex, provided they meet certain requirements. For those systems installed under 72.035(d), this form must be completed and submitted to ADEC within 90 days of completing construction. In addition to this form, other information must be submitted

**Additional submission requirements for all installations:**

1. Testhole log and percolation test results if a percolation test is required because of soil type;
2. Sand liner material approval if a sand liner was installed.

**Minimum Photo Submittals Labeled with Legal Description:**

1. Septic tank with inlet or outlet exposed and gallonage label showing
2. Open excavation of absorption field and line leading to it
3. Filter fabric pulled back to reveal screened gravel and perforated pipe in absorption field
4. Finished grade and landscaping with standpipes
5. If applicable, sand liner excavation and the sand in place

**Additional submittal requirements for Approved Homeowners:**

1. Minimum of four photographs of the installation in accordance with Page 3 of the Installer's Manual.
2. Record of a soil classification from a soil testing lab or a letter from a registered engineer who rated the receiving soil.
3. Copy of letter from ADEC confirming that the installer has attended the required Department training.

**Additional submittal requirements for systems with construction observed by an engineer.**

1. Record drawings in accordance with 18 AAC 72.010(c)(1).
2. The Documentation of Construction Form must be sealed and signed by the observing engineer.

**The Documentation of Construction form with the applicable attachments should be submitted to the nearest local office of the ADEC at the address listed below.**

Notification lines shown below are for certified installers and approved homeowners use to notify ADEC of a planned installation.

| | |
|---|---|
| Anchorage – 555 Cordova, Anchorage, AK 99501 - 907-269-7500 | Notification Line 907-269-6285 |
| Fairbanks – 610 University Avenue, Fairbanks, AK 99709 – 907-451-2360 | Notification Line 907-451-2184 |
| Juneau – 410 Willoughby Avenue, Juneau, AK 99803 – 907-465-5350 | Notification Line same as office # |
| Kenai – 43335 K-Beach Rd Suite 11, Soldotna, AK 99669 –907-262-5210 ext 223 | Notification Line ext 252 |
| Mat-Su Valley – 1700 E Bogard Rd Bldg B, Suite 103, Wasilla, AK – 907-376-5038 | Notification Line 907-376-5139 |

**Chapter 72, Wastewater Treatment and Disposal Regulations, the Installer's Manual and this form may be found on the Department's Home Page at http://www.state.ak.us/dec/deh/water/ci.htm**

| Date Received | **State of Alaska**<br>**Department of Environmental Conservation**<br>**Documentation of Construction** | ADEC Review Date and Initial |
|---|---|---|

## Part I. General Information

| | |
|---|---|
| **Legal Description** | |
| | **Tax ID # (optional)** |
| **Submitted By** | □ Registered Engineer □ Approved Homeowner □ Certified Installer No. |
| **Installer Mailing Address & Phone** | |

## Part II. Wastewater Disposal

| | |
|---|---|
| **Onsite Wastewater System Serves** | □ Single Family # of bedrooms _____ □ Duplex Total # of bedrooms _____<br>□ Small Commercial Facility with Estimated Design flow of less than 500 gpd. – show calcs below |
| □ **New System** □ **Repair Existing System** | |
| **System Installed By** □ Certified Installer<br>□ Registered Engineer □ Inspection by a Registered Engineer<br>□ Approved Homeowner (attach approval letter) | **Installation Notification Date**<br>**Date Installed** |
| **Septic Tank** | Size # of Compartments Manufacturer |
| **Type of Soil Absorption System** | □ Deep Trench □ Shallow Trench □ Seepage Pit □ Bed □ Mound<br>□ Other, specify |
| **Soils** | Classification Rating - sq ft/bedroom |
| **Dimensions** | Absorption Area<br>Thickness/Depth of Distribution Rock Size of Rock |
| **Perc Test Results** | Minutes per Inch _____ Sq. Ft. per bedroom _____<br>Performed By (Attach results by sealed/signed registered engineer) |
| **Ground Cover Over** | Septic Tank Absorption Area Sewer Pipes |
| **Cleanout Pipes/Caps** | Foundation Cleanout Septic Tank Monitor Tubes |

**Separation Distances from septic tank or absorption area, whichever is closest, to all nearby**

Public drinking water sources within 200 feet _____ Private drinking water sources within 100 feet _____

Nearest water bodies (see 18 AAC 72.020(b)) _____ Lot Line _____

**Separation Distances from On Lot Sewer Lines to Drinking Water Sources - Public** **Private**

**Separation Distances from Bottom of Distribution Rock to Groundwater Table** **Bedrock**

**Separation Distance from Absorption Area to Slope exceeding 25%**

| | |
|---|---|
| **Comments/Recommendations/Criteria used to size commercial facility:** | Seal Registered Professional Engineer |
| **I certify that the above information, and that provided in Section III, is correct:** | |
| **Signature** **Printed Name** | |
| **Title, Reg/Cert No, Inst No.** **Date** | |

NOTE: Must be signed by a Certified Installer, DEC staff or Approved Homeowner. If engineering seal bears printed name, registration number and is signed, those blocks need not be completed for engineered submittals.

## Part III - Required Diagram of System(s)

1. In a plan view, locate and identify each of the following:
   a) Well b) All Structures c) Septic Tank d) Soil Absorption system (include dimensions)
   e) Surface Water f) Sources of contamination g) Property Line h) Closest well on adjacent property
   i) Closest septic tank on an adjacent property j) Closest edge of an absorption field on adjacent property
   k) All Cleanouts and monitor tubes l) Testhole location
2. Show distances between the well and each of the sources of contamination listed in 1.
3. Show distances between water bodies and each part of the onsite system listed in 1.
4. In a cross section view of the soil absorption area, identify each component and show the depth (thickness) of the following:
   a) Soil cover b) Absorption Material c) Water Table d) Bedrock e) Discharge pipes f) Insulation

**Testhole total depth: _____ Groundwater/Seeps encountered? Y / N at _____ ft**
**Impermeable soil (Silt/Clay/Bedrock) encountered? Y / N at _____ ft**

**Testhole Log**

| Plan View | Date | |
|---|---|---|
| | Inspected By | |
| | 1 ft | |
| | 2 ft | |
| | 3 ft | |
| | 4 ft | |
| | 5 ft | |
| | 6 ft | |
| | 7 ft | |
| | 8 ft | |
| | 9 ft | |
| | 10 ft | |
| Cross Section | 11 ft | |
| | 12 ft | |
| | 13 ft | |
| | 14 ft | |
| | 15 ft | |
| | 16 ft | |
| | 17 ft | |
| | 18 ft | |
| | 19 ft | |
| | 20 ft | |
| | 21 ft | |
| | | |